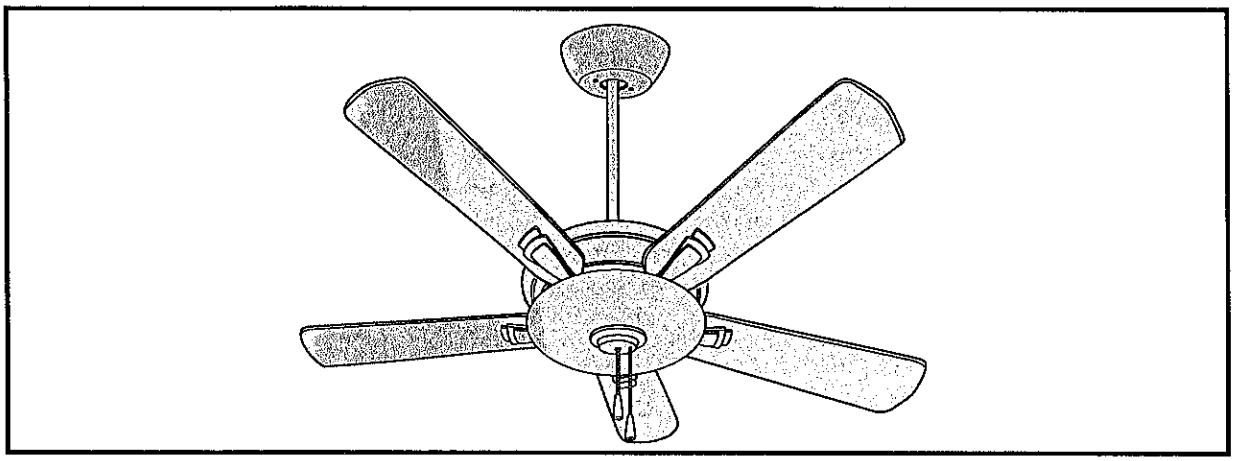
READ AND SAVE THESE INSTRUCTIONS



Ceiling Fan Owner's Manual

Net Weight: 28.9 Lbs.

READ AND SAVE THESE INSTRUCTIONS

Safety Instructions

⚠ WARNING

TO REDUCE THE RISK OF FIRE, ELECTRICAL SHOCK, OR INJURY TO PERSONS, OBSERVE THE FOLLOWING:

a. Use this unit only in a manner intended by the manufacturer. If you have questions, contact the manufacturer.

b. Before servicing or cleaning unit, switch power off at service panel and lock service panel disconnecting means to prevent power from being switched on accidentally. When the service disconnecting means cannot be locked, securely fasten a warning device, such as a tag, to the service panel.

1. Read your owner's manual carefully and keep it for future reference.
2. Be careful of the fan and blades when cleaning, painting, or working near the fan. Always turn off the power to the ceiling fan before servicing.
3. Do not put anything into the fan blades while they are turning.
4. Do not operate reversing switch until fan blades have come to a complete stop.

Additional Safety Instructions for Installation

1. To avoid possible shock, be sure electricity is turned off at the fuse box before wiring, and do not operate fan without blades.
2. All wiring must be in accordance with the National Electrical Code "ANSI/NFPA 70-2011" and Local Electrical Codes. Use the National Electrical Code if Local Codes do not exist. The ceiling fan must be grounded as a precaution against possible electrical shock. Electrical installation should be made or approved by a licensed electrician.
3. The outlet box and joist must be securely mounted and capable of reliably supporting at least 50 pounds. Use only U.L. outlet boxes listed as "Acceptable for Fan Support of 15.9kg. (35 lbs.) or less", and use the mounting screws provided with the outlet box. Most outlet boxes commonly used for support of light fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.
4. The downrod furnished with the fan provides the minimum recommended floor to fan blade clearance for an 8 foot ceiling.
5. The fan must be mounted with the fan blades at least 7 feet from the floor to prevent accidental contact with the fan blades.
6. Follow the recommended instructions for the proper method of wiring your ceiling fan. If you do not know enough about electrical wiring, have your fan installed by a licensed electrician.

WARNING: To reduce the risk of electrical shock, this fan must be installed with an isolating wall control/switch.

NOTE: This fan is suitable for use with solid-state speed controls.

WARNING: This product is designed to use only those parts supplied with this product and/or any accessories designated specifically for use this product by Emerson Electric Co. Substitution of parts or accessories not designated for use with this product by Emerson could result in personal injury or property damage.

WARNING: To reduce the risk of personal injury, do not bend the blade flange when installing the blade flanges, balancing the blades or cleaning the fan. Do not insert foreign objects in between rotating fan blades.

NOTE: All setscrews must be checked and re-tightened where necessary before installation.

DATE CODE: _____

The date code of this fan may be found on the box, stamped in ink on a white label. You should record this data above and keep it in a safe place for future use.

Unpacking Instructions

⚠ WARNING

Do not install or use fan if any part is damaged or missing.

⚠ WARNING

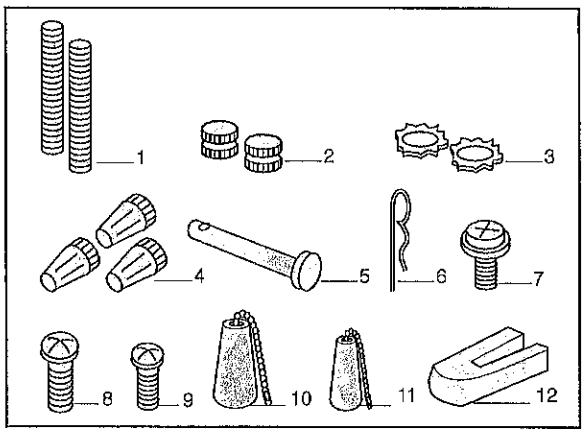
This product is designed to use only those parts supplied with this product and/or any accessories designated specifically for use with this product by Emerson Electric Co. Substitution of parts or accessories not designated for use with this product by Emerson Electric Co. could result in personal injury or property damage.

1. Check to see that you have received the following parts:

NOTE: If you are uncertain of part description, refer to exploded view illustration.

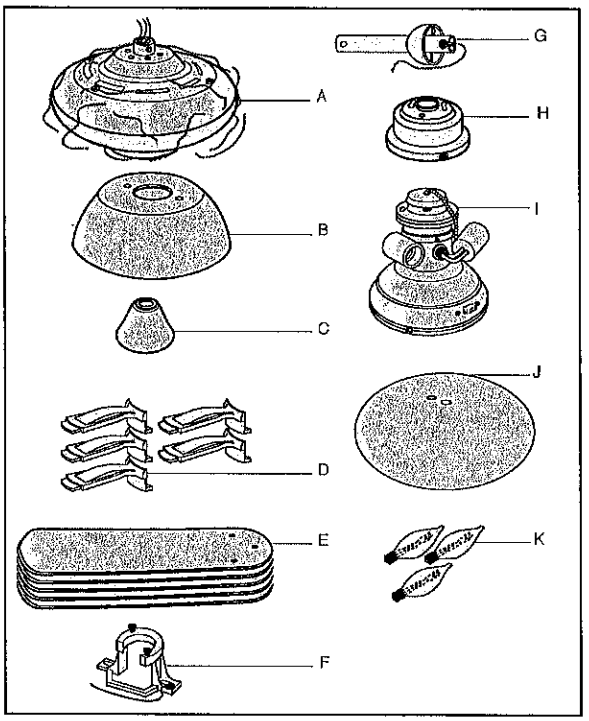
HARDWARE CONTENTS

Part	Description	Quantity
1	Threaded Studs, #8-32 x 1-1/4"	2
2	Knurled Knobs, #8-32	2
3	Lockwashers, #8	2
4	Wire Connectors, E3	3
5	Clevis Pin	1
6	Hairpin Clip	1
7	#10-32 x .25" Slotted Phillips Washer Head Blade Screws	16
8	1/4-20 x .5" Round Head Flange Screw	11
9	Switch Housing Assembly Screws	4
10	12" Pull Chain w/ Large Wood Ball	1
11	12" Pull Chain w/Small Wood Ball	1
12	Blade Balance Kit	1



PACKAGE CONTENTS

Part	Description	Quantity
A	Fan Motor Assembly	1
B	Ceiling Canopy	1
C	Coupler Cover	1
D	Blade Flanges	5
E	Fan Blades	5
F	Hanger Bracket	1
G	Hanger Ball/Downrod Assembly	1
H	Switch Housing Cover Plate	1
I	Switch Housing Assembly	1
J	Glass Bowl	1
K	60-Watt (max.) Candelabra Bulbs	3



NOTE: Place the parts from the loose parts bags in a small container to keep them from being lost. If any parts are missing, contact your local retailer or catalog outlet for replacement before proceeding.

2. Remove the fan assembly from the protective plastic bag. Place the fan assembly into the upper foam pad with the top of the motor facing up.

   The upper foam pad serves as a holder for the fan during the first stages of assembly.

This Manual Is Designed to Make it as Easy as Possible for You to Assemble, Install, Operate and Maintain Your Ceiling Fan

Tools Needed for Assembly

One Phillips head screwdriver
One 1/4" blade screwdriver
One 5/16" open end wrench, or pliers
Three wire connectors (supplied).
One stepladder
One wire stripper

Materials

Wiring outlet box and box connectors must be of type required by the local code. The minimum wire would be a 3-conductor (2-wire with ground) of following size:

Installed Wire Length	Wire Size A.W.G.
Up to 50 ft.	14
50-100 ft.	12

⚠ WARNING

Before assembly your ceiling fan, refer to section on proper method of wiring your fan (page 10). If you feel you do not have enough wiring knowledge or experience, have your fan installed by a licensed electrician.

Ceiling Fan Assembly

1. Remove the hanger ball by loosening the setscrew in the hanger ball until the ball falls freely down the downrod (Figure 1). Remove the pin from the downrod, then remove the hanger ball. Retain the pin and hanger ball for reinstallation in Step 5.
2. Separate, untwist and unkink the three 80" motor leads. Route the motor lead wires through the downrod. Align the clevis pin holes in the downrod with the holes in the motor coupler. Install the clevis pin and secure with the hairpin clip (Figure 2). The clevis pin must go through the holes in the motor coupler and the holes in the downrod. Be sure to push the straight leg of the hairpin clip through the hole near the end of the clevis pin until the curved portion of the hairpin clip snaps around the clevis pin. The hairpin clip must be properly installed to prevent the clevis pin from working loose. Pull on the downrod to make sure the clevis pin is properly installed.

⚠ WARNING

It is critical that the clevis pin in the motor coupler is properly installed and the setscrew securely tightened. Failure to verify that the pin and setscrew are properly installed (as shown in Figure 2) could result in the fan falling.

3. While pulling up on the downrod, securely tighten the two setscrews in the motor coupler.

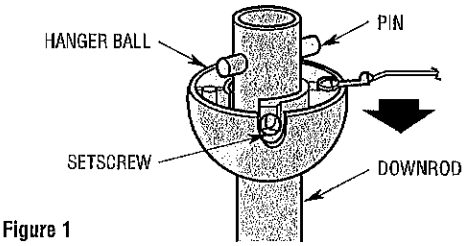


Figure 1

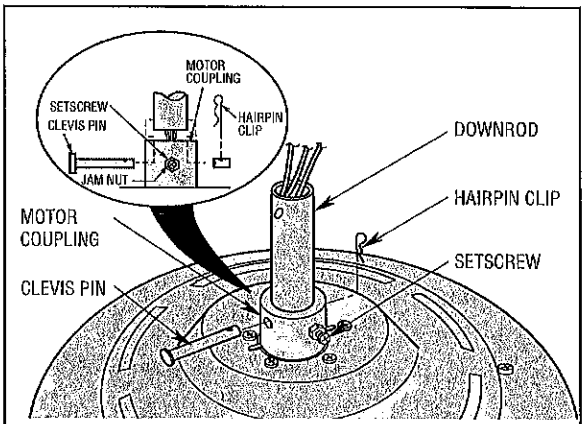


Figure 2

4. Make sure the grommet is properly installed in the coupler cover, then slide the coupler cover on the downrod until it rests on the motor housing. Place the ceiling cover over the downrod. Be sure that the ceiling cover and the coupler cover are both oriented correctly (Figure 3).

5. Reinstall the hanger ball (Figure 4) on the downrod as follows. Route the three 80" motor leads through the hanger ball. Position the pin through the two holes in the downrod and align the hanger ball so the pin is captured in the groove in the top of the hanger ball. Pull the hanger ball up tight against the pin and securely tighten the setscrew in the hanger ball. A loose setscrew could create fan wobble.

⚠ WARNING

It is critical that the pin in the hanger ball is properly installed and the setscrew securely tightened. Failure to verify that the pin and setscrew are properly installed could result in the fan falling.

6. The fan comes with blue, black and white leads that are 80-inches long. Before installing the fan, measure up approximately 6 to 9-inches above top of hanger ball/downrod assembly. Cut off excess leads and strip back insulation 1/2-inch from end of leads.

7. Mount blade flange to fan blade using three #10-32 x .25" slotted Phillips washers head screws (Figure 5).

8. Repeat this procedure for the remaining four blades and flanges.

⚠ WARNING

To reduce the risk of personal injury, do not bend the blade flange when installing the blade flanges, balancing the blades or cleaning the fan. Do not insert foreign objects in between rotating fan blades.

9. Turn the fan assembly upside down in preparation for mounting the fan blade assemblies.

NOTE: Take care not to scratch fan housing when installing blades.

10. Carefully unscrew each shipping retainers from the motor housing. Discard the five screws and shipping retainers (Figure 6).

11. Attach the flange/blade assembly to the motor hub using the two 1/4-20 x .5" round head flange screws (supplied). Make sure the screws are tightened securely (Figure 6).

12. Repeat this procedure for the other four blade assemblies.

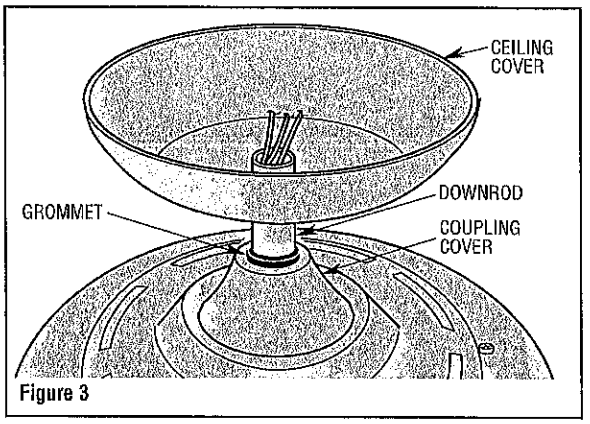


Figure 3

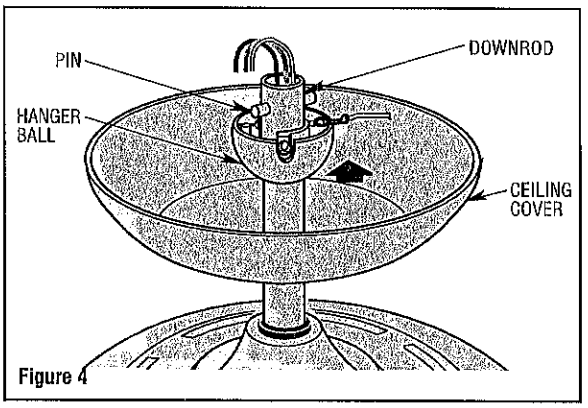


Figure 4

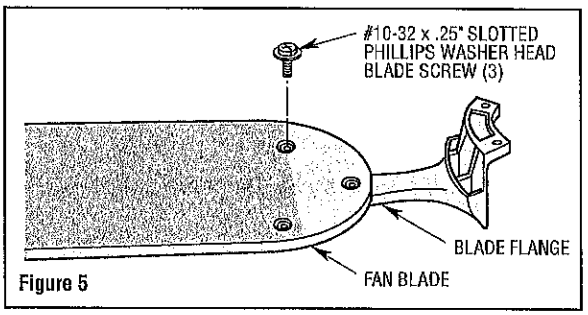
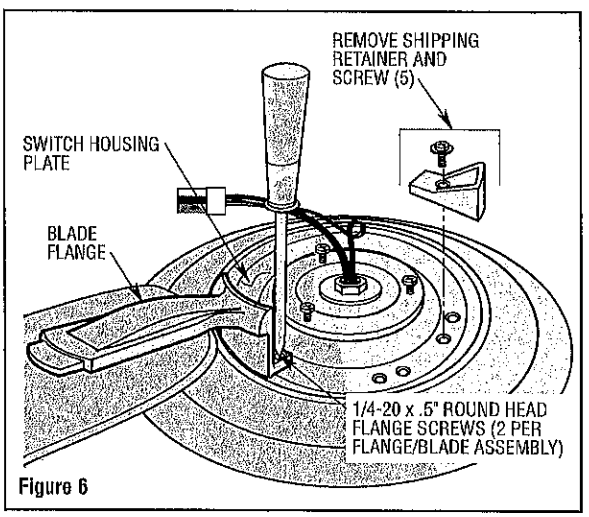


Figure 5


REMOVE SHIPPING RETAINER AND SCREW (5)
SWITCH HOUSING PLATE
BLADE FLANGE
1/4-20 x .5" ROUND HEAD FLANGE SCREWS (2 PER FLANGE/BLADE ASSEMBLY)
Figure 6

13. Remove one of the screws from the switch adapter. Retain for future installation. Loosen the two remaining screws in the switch adapter for installation of the switch housing cover plate (Figure 7).

14. Place the switch housing cover plate onto the switch adapter. Engage the keyholes of the switch housing cover plate by rotating the switch housing cover plate clockwise on the switch adapter. Retighten the two screws and reinstall the screw previously removed. Tighten all three screws securely (Figure 7).

15. Remove and retain the lockwasher and nut from the light fitter. Insert the black and white wires from the light fitter through the center hole in the switch housing assembly. Thread the switch housing assembly onto the light fitter. Reinstall the lockwasher and nut and tighten securely (Figure 8).

16. Connect the white wire connector from the switch housing assembly to the white wire connector of the light fitter. Connect the blue wire connector from the switch housing assembly to the black wire of the light fitter (Figure 8).

17. Engage the connector of the switch housing assembly with the motor connector (Figure 9). The two connectors are keyed and color-coded and must be mated correctly (color-to-color) before they can be engaged. Make sure the connector latch closes properly.

18. Carefully tuck all wires and splices into the switch housing.

19. Position the switch housing assembly on the switch housing cover plate and align the holes in the switch housing assembly with the holes in the plate. Secure the switch housing assembly by installing the three switch housing screws (supplied) (Figure 9).

NOTE: Do not pinch wires between the switch housing assembly and the switch housing plate.

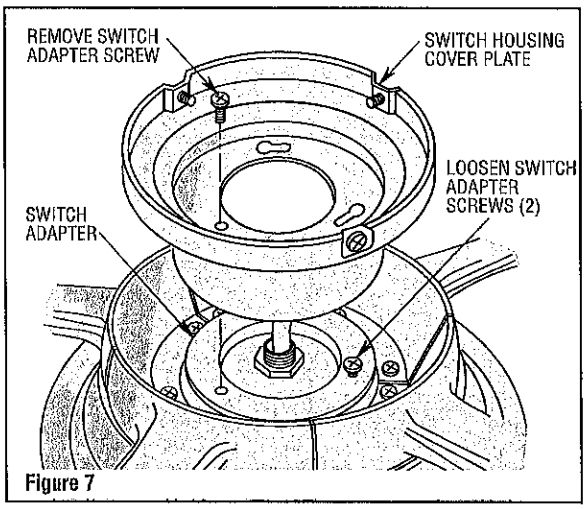


Figure 7

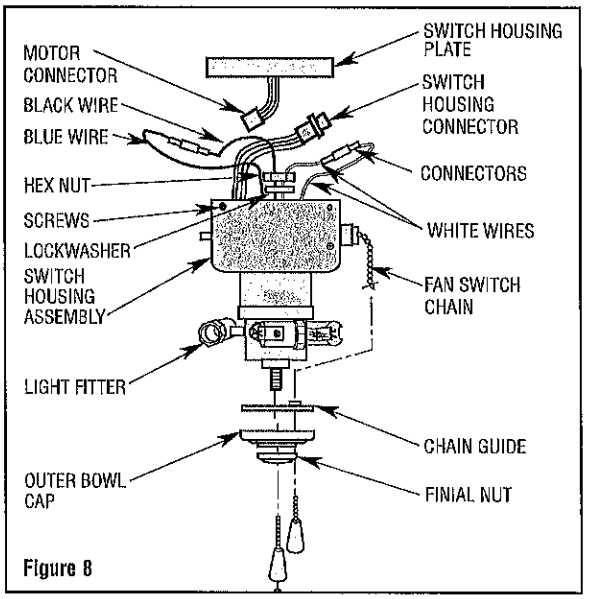


Figure 8

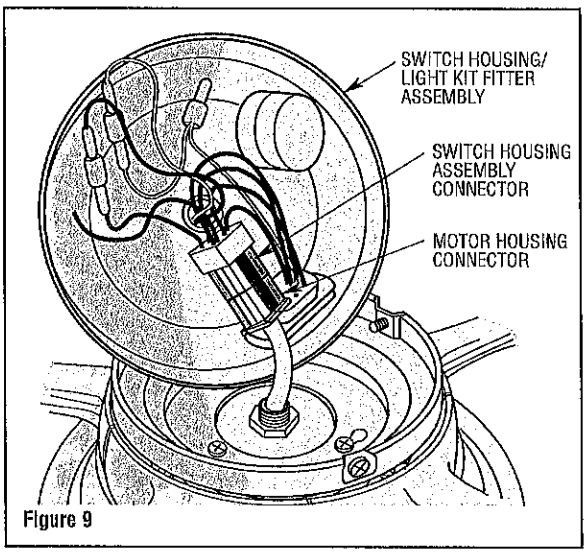


Figure 9

20. Install three 60-watt (maximum) candelabra base light bulbs (included) into the light fitter sockets (Figure 10).

⚠ WARNING

Over lamping the fan will result in the light bulbs being automatically shut off. Use only 60-watt maximum candelabra light bulbs. Turn off the electricity before replacing the light bulbs.

21. Remove the finial nut and outer bowl cap from the light fitter (Figure 11).

22. Pass the fan switch chain through the bushing in the bowl cap (Figure 11).

⚠ WARNING

To avoid possible fire hazard, do not exceed wattage indicated on the fitter.

23. Position the glass bowl over the threaded nipple. Slide the outer bowl cap onto the threaded nipple and gently tighten the finial nut to secure the glass bowl. Pass the fan pull chain through the bushing in the outer bowl cap and install the cap on the threaded nipple. Install finial nut finger tight (Figure 11).

CAUTION

Be sure that the fan switch chain does not make contact with the light bulbs. If necessary reposition the light fitter to avoid the fan switch chain from touching the light bulbs.

24. Install pendants onto light fixture chain and fan switch chain using couplers provided.

NOTE: It is advisable to periodically check the tightness of the finial.

25. You have now completed the assembly of your new ceiling fan. You can now proceed with hanging and wiring your fan.

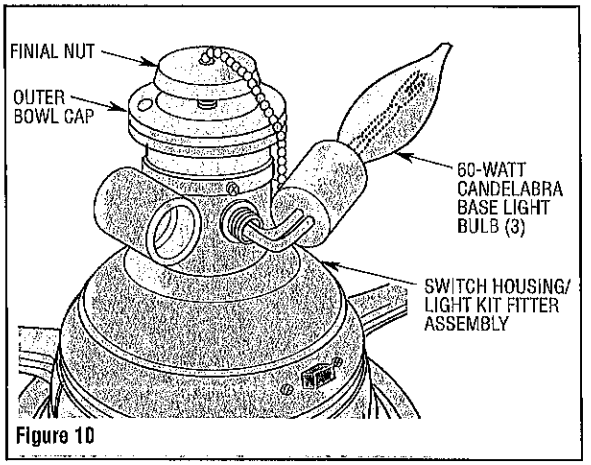


Figure 10

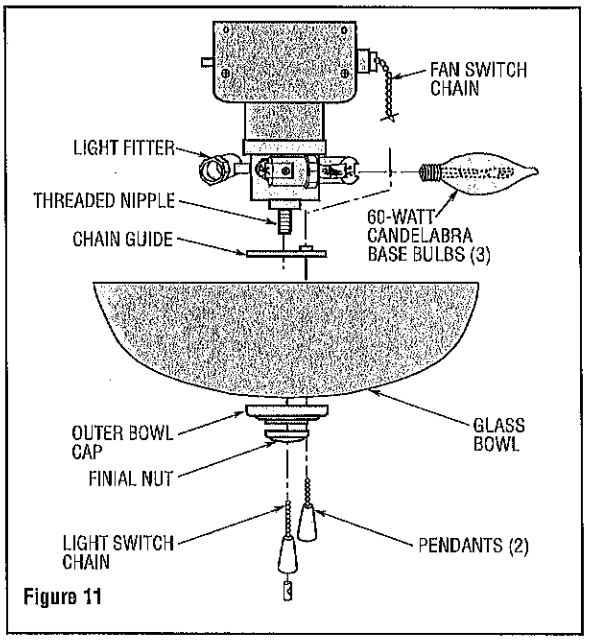


Figure 11

Electrical Requirements

Your new ceiling fan will require a grounded electrical supply line of 120 volts AC, 60 Hz, 15 amp circuit.

⚠ WARNING

To reduce the risk of fire, electric shock, or personal injury, mount fan to outlet box marked "Acceptable for Fan Support of 15.9kg. (35 lbs.) or less", and use screws supplied with outlet box. Most outlet boxes commonly used for support of light fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.

The outlet box must be securely anchored and capable of withstanding a load of at least 50 pounds.

If your fan is to replace an existing ceiling light fixture, turn electricity off at the main fuse box at this time and remove the existing light fixture.

⚠ WARNING

To avoid fire or shock, follow all wiring instructions carefully.

Any electrical work not described in these instructions should be done or approved by a licensed electrician.

Energy Efficient Use of Ceiling Fans

Ceiling fan performance and energy savings rely heavily on the proper installation and use of the ceiling fan. Here are a few tips to ensure quality and product performance.

Choosing the Appropriate Mounting Location. Ceiling fans should be installed, or mounted, in the middle of the room and at least 7 feet above the floor and 18 inches from the walls. If ceiling height allows, install the fan 8 - 9 feet above the floor for optimal airflow. Consult your Emerson Retailer for optional mounting accessories.

Using the Ceiling Fan Year Round. In the summer, use the ceiling fan in the counter-clockwise direction. The airflow produced by the ceiling fan creates a wind-chill effect, making you "feel" cooler. Select a fan speed that provides a comfortable breeze, lower speeds consume less energy. In the winter, reverse the motor and operate the ceiling fan at low speed in the clockwise direction. This produces a gentle updraft, which forces warm air near the ceiling down into the occupied space. Remember to adjust your thermostat when using your ceiling fan - additional energy and dollar savings could be realized with this simple step!

Turn Off When Not in the Room. Ceiling fans cool people, not rooms. If the room is unoccupied, turn off the ceiling fan to save energy.

How to Hang Your Ceiling Fan

⚠ WARNING

The fan must be hung with at least 7' of clearance from floor to blades (Figure 12).

⚠ WARNING

The outlet box and joist must be securely mounted and capable of supporting at least 50 lbs. Use only a U.L. outlet box listed as "Acceptable for Fan Support of 15.9kg. (35 lbs.) or less".

⚠ WARNING

To reduce the risk of fire, electric shock, or personal injury, mount fan to outlet box marked "Acceptable for Fan Support of 15.9kg. (35 lbs.) or less", and use screws supplied with outlet box. Most outlet boxes commonly used for support of light fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.

1. Securely attach the hanger bracket to the outlet box using the two screws supplied with the outlet box. (Figure 13.)

⚠ WARNING

Hanger bracket must seat firmly against outlet box. If the outlet box is recessed, remove wall board until bracket contacts box. If bracket and/or outlet box are not securely attached, the fan could wobble or fall.

2. Carefully lift the fan and seat the hanger ball/downrod assembly on the hanger bracket that was just attached to the outlet box (Figure 14). Be sure the groove in the ball is lined up with tab on the hanger bracket (Figure 13).

⚠ WARNING

Failure to seat tab in groove could cause damage to electrical wires and possible shock or fire hazard.

⚠ WARNING

To avoid possible fire or shock, do not pinch wires between the hanger ball/downrod assembly and hanger bracket.

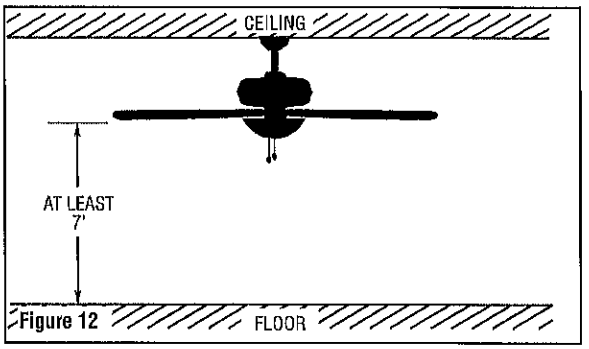


Figure 12

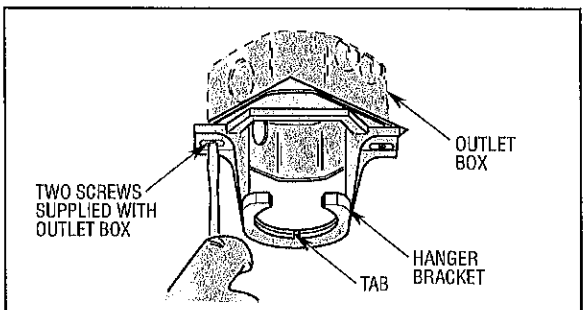


Figure 13

NOTE: CEILING COVER, SUPPLY WIRES AND FAN WIRES OMITTED FOR CLARITY.

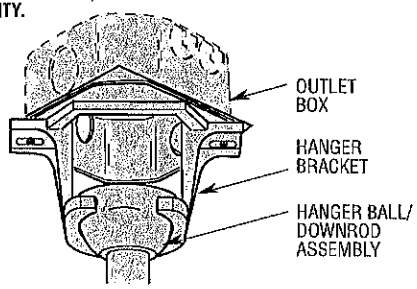


Figure 14

How to Wire Your Ceiling Fan

If you feel that you do not have enough electrical wiring knowledge or experience, have your fan installed by a licensed electrician.

1. Connect the green grounding lead from the hanger ball and the green grounding lead from the hanger bracket to the grounding conductor of supply (this may be a bare wire or wire with green colored insulation). Securely connect wires with wire connectors supplied. (Figure 15.)

⚠ WARNING

To avoid possible electrical shock, be sure electricity is turned off at the main fuse box before wiring.

NOTE: If you are not sure if the outlet box is grounded, contact a licensed electrician for advice, as it must be grounded for safe operation.

⚠ WARNING

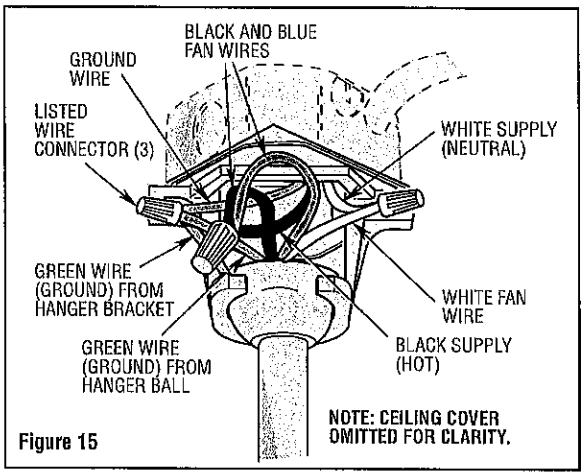
This product is designed to use only those parts supplied with this product and/or any accessories designated specifically for use with this product by Emerson Electric Co. Substitution of parts or accessories not designated for use with this product by Emerson Electric Co. could result in personal injury or property damage.

2. Securely connect the fan motor white wire to the supply white (neutral) wire using wire connector supplied (Figure 15). Securely connect the fan motor black wire and blue wire to the supply black (hot) wire using wire connector supplied (Figure 15). After connections have been made, turn leads upward and carefully push leads into the outlet box, with the white and green leads on one side of the outlet box and the black and blue leads on the other side of the outlet box.

⚠ WARNING

Check to see that all connections are tight, including ground, and that no bare wire is visible at the wire connectors, except for the ground wire. Do not operate fan until blades are in place. Noise and fan damage could result.

3. Screw the two threaded studs (supplied) into the tapped holes in the hanger bracket.
4. Lift the ceiling cover up to the threaded studs and turn until studs protrude through the holes in the ceiling cover (Figure 16).


BLACK AND BLUE FAN WIRES
GROUND WIRE
LISTED WIRE CONNECTOR (3)
WHITE SUPPLY (NEUTRAL)
GREEN WIRE (GROUND) FROM HANGER BRACKET
WHITE FAN WIRE
GREEN WIRE (GROUND) FROM HANGER BALL
BLACK SUPPLY (HOT)
NOTE: CEILING COVER OMITTED FOR CLARITY.
Figure 15

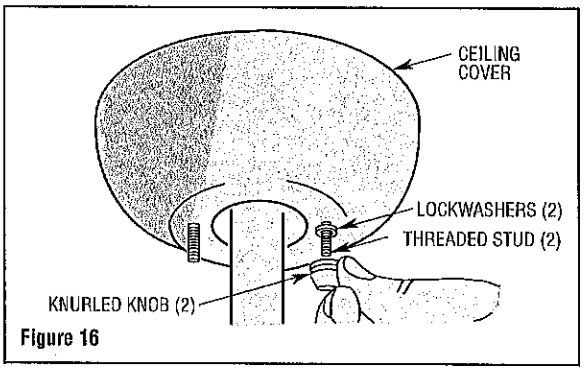


Figure 16

5. Secure the ceiling cover in place by sliding lockwashers over the threaded studs and installing the two knurled knobs (supplied). (Figure 16.) Tighten the knurled knobs securely until the ceiling cover fits snugly against the ceiling and the hole in the ceiling cover is clear of the downrod. Your fan is now wired to be turned on and off from the fan switch.

⚠ WARNING

To avoid possible fire or shock, make sure that the electrical wires are completely inside the outlet box and not pinched between the ceiling cover and the ceiling.

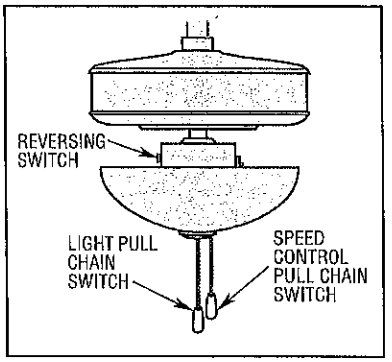
6. Connect the wood ball with chain to the 3-speed switch pull chain. Connect the wood ball with chain to the light fitter pull chain.

Using Your Ceiling Fan

1. Restore electrical power to the outlet box by turning the electricity on at the main fuse box.
2. Check the operation of the fan by gently pulling on the pull chain switch.
3. All fans are shipped from the factory with the reversing switch positioned to the "left" circulate air downward. If airflow is desired in opposite direction, turn your fan OFF and wait for the blades to stop turning, then slide the reversing switch to the "right" position, and turn fan on again.
4. The fan blades will turn in the opposite direction and reverse the airflow.

   Your fan model is equipped with a 4-position, 3-speed pull chain switch. The operating sequence is as follows:

Three-Speed
1st Pull—HIGH
2nd Pull—Medium
3rd Pull—Low
4th Pull—OFF



Reverse Switch Information

Season	Rotation Direction	Switch Position
Summer	Counter-Clockwise	Left
Winter	Clockwise	Right